



## **MEETING SUMMARY**

### **September 23, 2011**

A regular *public meeting* of the New Jersey State Interagency Coordinating Council was held on Friday, September 23, 2011, at Children's Specialized Hospital in New Brunswick, New Jersey. The meeting was called to order at 11:00 a.m. by Warren Moore, Acting Chair, who presided.

**ATTENDANCE** – *Attached*

### **WELCOME/ACTING CHAIR REPORT** – Warren Moore

1. Mr. Moore *welcomed all attendees*, including those at the off-premise sites in Hamilton and Mountainside. At his request, SICC members and 20 public members introduced themselves and identified their connection with early intervention.
3. Michele Christopoulos, SICC liaison with the *Governor's Appointments' Office*, reported that all positions have been filled, and nominees are currently waiting the Governor's processing. It is anticipated that the nominees will be confirmed and available for the next Council meeting on November 18<sup>th</sup>.

### **APPROVAL OF MINUTES**

Minutes of the following meetings were unanimously approved as distributed:

- May 20, 2011 – upon motion by Ms. Christopoulos, seconded by Kimberley Peto
- July 22, 2011 – upon motion by Celine Fortin, seconded by Ms. Christopoulos

### **NEW JERSEY DEPARTMENT OF HEALTH AND SENIOR SERVICES**

In the absence of Assistant Commissioner Gloria Rodriguez, Terry Harrison, Part C Coordinator, reported for the Lead Agency.

1. Distributed/discussed were *Family Cost Participation Reports* (attached to file copy) :  
(a) by statement date, (b) suspensions by month delinquent letter generated, (c) by month child exited EI, (d) by month child exited EI with FPL.
2. A pre-publication of the new *Federal Part C Regulations* were released on September 6, 2011, totaling 300+ pages. The voluminous report will take time to assimilate. Ms. Harrison will review the regulations and identify those changes that affect SICC.

3. Ms. Harrison distributed a letter from OSEP (attached to file copy), in response to the Lead Agency's request for a *review of OSEP's determination that New Jersey "needs assistance"* in implementing certain requirements of Part C of IDEA. OSEP's reply stated that "only states which receive a determination of 'needs intervention' or 'needs substantial intervention' in implementing the requirements of the IDEA are entitled to a hearing." It was Ms. Harrison's opinion that the letter did not address the original questions. The issue will be pursued during the OSEP visit in October.
4. The Department was successful in obtaining a contract amendment with Covansys, the *Central Management Office (CMO)*, using the American Recovery and Reinvestment (ARRA) funding. The funding needed to be obligated by September 30<sup>th</sup>, and the work completed and funding liquidated (paid out) by December 31, 2011. One of the system modifications included in the contract amendment is gathering requirements for the web enhancement of the CMO. The NJEIS MIS Efficiency Workgroups (established in 2009) will be called upon to provide input. SICC members Mr. Moore and Ms. Fortin serve on this workgroup.
5. A component of the OSEP visit will be a one-day meeting on a selected results topic, which will address the *social emotional child outcome*.
6. The Department assisted SPAN to *complete the parent survey* required for the OSEP visit by distributing the survey to 1,623 families receiving early intervention services. The surveys will be returned to SPAN to compile/submit the results to OSEP.
7. Alvina Seto, *Procedural Safeguards Coordinator*, distributed/commented on several aspects of the activity report since the Council's last meeting (attached to file copy).
8. The *County Performance Report* (2009-2010 fiscal year) has been released to the NJEIS providers with an appeal process. The report will be distributed to the SICC when made available to the public.
9. Barbara Tkach did a Power Point presentation on the *Race to the Top: Early Learning Challenge Collaborative*. This is a competitive, discretionary federal grant program that would provide \$60 million to improve the State's educational programs in specific areas.  
**The Council unanimously agreed to send a letter in support of New Jersey's application for the grant prior to the October 5<sup>th</sup> deadline** – upon motion by Denise Murray, seconded by Joyce Salzberg. (Ms. Tkach abstained.)

## UPDATE FROM WORK GROUPS

1. **Outgoing Communication Work Group** – Celine Fortin, Vice Chair
  - Ms. Fortin reported that, via email, the Work Group reviewed/updated the *SICC website*, including consolidation of member profiles. The changes will be forwarded to Ms. Harrison for implementation.

- The Work Group will prepare an *orientation for new members* as soon as their names are available.

3. **Incoming Communication Work Group** – Denise Murray

- At the request of Chair Salzberg, Ms. Murray reported the results of a telephone conference on September 21<sup>st</sup>, which continued discussion from the June 22<sup>nd</sup> telephone conference (minutes attached to file copy).
- In their efforts to get *feedback from families*, the REIC's will hold focus groups within their regions, utilizing the suggested topics listed in the June 22<sup>nd</sup> minutes. Jennifer Buzby will serve as liaison. The Work Group would like to receive reports on the REIC contacts they receive from parents. The REICs are working with the Lead Agency to determine what information and in what format this information will be shared with the SICC.
- A major goal of the Work Group is to have more involvement through multi-place scenarios. The group expressed a need for more data on *underserved families*.
- Malia Corde distributed a proposed survey to elicit information on *remote access* to SICC meetings from attendees in the *off-site locations*. It will be refined by the Work Group, utilized at the off-site locations and results summarized by the Work Group (attached to file copy).

**REIC UPDATE**

In support of their *Early Intervention Week (May 16-21)* activities, the REICs:

- Presented a film, highlighting *children/parent participation* in many activities at various locations -- narrated by Shakira Linzey
- Circulated *scrapbooks* with pictures of children/parent participation
- Distributed a *worksheet* summarizing the activities in each of the 4 REIC regions (attached to file copy).

Acting Chair Moore highly commended the REICs on their extraordinary efforts. The REIC Directors expressed appreciation to the Council for their financial commitment, which “made our efforts possible.”

**OLD BUSINESS**

1. Ms. Harrison reviewed the *Continuous Improvement Visit State Interagency Coordinating Council Survey* draft response from the July 22<sup>nd</sup> retreat (attached to file copy). Council suggested the following revisions:

- Page 5, B.1., 4<sup>th</sup> bullet: *Statewide Lead Agency process in place*.

- Page 6,3., Challenges: *To achieve and sustain 100% compliance.*
- Page 7, 2., 5<sup>th</sup> bullet, typo: entry/exit data
- “Clean up” acronyms throughout document

2. Annette Ristoro, Michele Tyler and Tia Dix were approved to attend the 2011 OSEP Leadership Conference. Ms. Tyler reported on her participation in a written report; Ms. Ristoro highlighted various sections that were especially relevant to her, and reported on websites where additional information could be found. (Both reports attached to file copy.)

## **NEW BUSINESS**

Because of space conflicts, it was not possible to schedule all 2012 meetings on the 4<sup>th</sup> Friday of alternate months at Children’s Specialized Hospital in New Brunswick. Council adopted the following schedule for its 2012 meetings:

Friday, **January 27** ..... Children’s Specialized Hospital, New Brunswick  
Friday, **March 30** ..... Children’s Specialized Hospital, New Brunswick  
Friday, **May 18** ..... Sunny Days (Joyce Salzberg), Manalapan  
Friday, **July 27** (retreat) ... Children’s Specialized Hospital, New Brunswick  
Friday, **September 14** ..... Children’s Specialized Hospital, New Brunswick  
Friday, **November 30** ..... Children’s Specialized Hospital, New Brunswick

## **PUBLIC COMMENT**

1. *David Holmes of ABCD/Early Intervention Providers Association (EIPA) ... off-site Hamilton location* ... Expressed appreciation for the location availability; offered continued support of his organization, especially in efforts to get members appointed to the Council. Asked about the availability of “Race to the Top” power point presentation for his group; Ms. Tkach will pursue with appropriate staff, although (she pointed out) most of what the power point contained is available on the web.

2. *Laura Jacobs, Family Link TTA ... staff at off-site Mountainside location* ... Expressed support for the location as beneficial; with time, possible improvements.

3. *Beth Lohne, Southern NJ/REIC Family Support Manager* ... staffed the Hamilton location.

## **ADJOURNMENT – 1:10 p.m.**

Upon motion by Connie Gordon, seconded by Steve Weiss and unanimously carried.

## **APPROVED**

**11.18.11**